



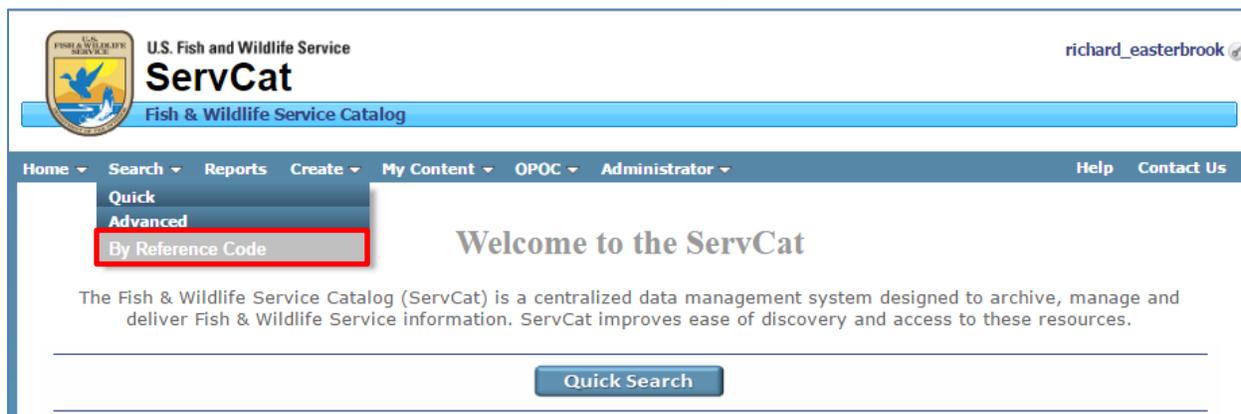
Using Search by Reference Code

Explicitly search for one or more References by their unique identifier, or Reference Code.

Search Logic

Unlike the Quick and Advanced search, which only return public/internal References, it is possible to search for restricted References (i.e., those that are Draft or Inactive), assuming you have permission to access them.

Step 1. Select the Search By Reference Code Option



Step 2. Add One or More Reference Codes

Options for adding the reference codes are:

1. Type them in manually, using a comma as a delimiter.
2. Paste one or more reference codes from a text document where Reference Codes are comma delimited or have line breaks.
3. Paste directly from Excel.

Search By Reference Code(s)

Search Using the Options Below

Reference Codes

Microsoft Excel - B...

	A	B	C
1	12574		
2	566		
3	1235		
4			

Sheet1

Average: 4791.666667 Count: 3